

ADMINISTRATIVE-INTERNAL USE ONLY

BDA 76-5812

23 NOV 1976

MEMORANDUM FOR: Deputy Director of Central Intelligence
FROM: John F. Blake
Deputy Director for Administration
SUBJECT: Your Article for the January Issue of
BDA Exchange
REFERENCE: Attachment to BDA 76-5548 dated 9 November
1976, Same Subject

Hank,

1. The following is in response to your inquiries about questions 3 and 9 of referent:

Question 3: "What are the gross areas in the Intelligence Community and how do they relate to CIA?"

Our error! Read "growth" vice "gross."

Question 9: "Proceeding on the assumption that such directives must be levied at the DCI/DDCI level, what steps can be taken to assure sufficient filtering of information from the DDI and the DDO to allow the DBA components to plan and budget based on other than historical information?"

This, perhaps, should be translated simply as "requirements." Let me give you a few illustrations of some problems behind the question:

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A. Requirements for Contract Action:

Contracting officers often do not receive advance, timely information on planned procurements. As a consequence, requests for bids, source determination, negotiations, and all the other steps leading to consummation of the contract are accomplished under needless time pressures. This problem is particularly acute toward the end of the fiscal year when surplus funds become available for unprogrammed requirements, in face of lapsing appropriation authorities. Time pressures can detract from the excellence of contract actions and provisions.

B. Requirements for Utilities Support (air conditioning, electricity, etc.):

When these are not identified to the Office of Logistics in sufficient time to permit provision in the budget and negotiation of agreements with the General Services Administration, we create for ourselves not only management headaches, but the risk of delay in providing mandatory support systems.

C. Requirements for Worldwide Medical Resources:

Our friends in OMS, who are responsible for staffing and equipping of the Regional Medical Offices overseas (even though the funds and the positions are provided by other Directorates), need a comparatively long lead time to recruit physicians, technicians, and other medical personnel and to equip such facilities. In absence of specific information on the needs of the future, OMS is forced to rely on imagination, "gut feeling," and historical information in taking action to respond to future requirements. If they "guess" wrong, they could find themselves in a surplus personnel situation or, on the other hand, be forced to "rob Peter to pay Paul."

2. Please let me know if you have any additional questions.

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